

CITY CLERK  
HONOLULU, HAWAII

**CHARTER COMMISSION  
CITY AND COUNTY OF HONOLULU  
711 Kapiolani Blvd. Suite 1485  
Honolulu, Hawaii 96813**

JUL 14 1 47 PM '06



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## **A G E N D A**

THURSDAY, JULY 20, 2006  
COMMITTEE ON SUBMISSION AND INFORMATION MEETING

CITY COUNCIL COMMITTEE ROOM  
SECOND FLOOR  
CITY HALL

4:00 P.M.

- 1. Call to Order by Committee Chair Jan Sullivan**
- 2. Executive Administrator's Report**

Report and discussion regarding, among other matters:

- Recent discussions and decisions by full Commission
- Input received during agency/legal review period
- Upcoming scheduling

- 3. Public Information Program**

**FOR DISCUSSION AND ACTION:**

The Committee will discuss and vote on the plan/schedule for the public information program.

Topics for discussion will include:

Digest and notice of full text for publication in newspaper  
Television, Radio, Newspaper ads  
Public Service Announcements  
Press Releases  
Public and other media appearances

Retention of Media consultant/buyer  
Budget

#### **4. Informational Materials**

##### **FOR DISCUSSION AND ACTION:**

The Committee will discuss and vote on the planning, format and style of text to be used in public informational materials.

Topics for discussion will include:

Drafting, printing, mailing of brochure to all voting households  
Format and general contents of brochure  
Translation of materials per Voting Rights Act  
Selection of printing and mailing services, other vendors  
Budget

#### **5. Announcements**

#### **6. Next Meeting**

To be determined.

#### **7. Adjournment**

##### **Notice regarding public testimony:**

Please note that under the Rules of the Commission, speakers are requested to submit two copies of their testimony. Written testimony may be mailed to the Commission, faxed to 592-8633, or e-mailed to [charter@honolulu.gov](mailto:charter@honolulu.gov). The Commission requests that written testimony be submitted no later than 24 hours prior to the meeting; however, if you bring written testimony directly to the meeting, the Commission requests that you bring **20 copies, three-hole punched**. Testimony will be accepted on agenda items only, and will be taken at the time the item comes up for discussion by the Commission.

You are requested to register to speak if you wish to provide oral testimony. Generally, oral testimony will be limited to **five minutes**. However, a speaker's time may be limited to **three minutes** if, in the discretion of the chair, such limitation is necessary to accommodate all persons desiring to address the Commission at the meeting.